

STATE OF IDAHO  
 OUTFITTERS AND GUIDES LICENSING BOARD  
 1365 North Orchard – Room 172 – Boise, Idaho 83706  
 Telephone (208) 327-7380 – Fax (208) 327-7382  
 licensing@oglb.idaho.gov - www.oglb.idaho.gov

## GUIDE LICENSE APPLICATION

### For Board Use Only

New Applicant: ☐      Renewal: ☐  
 Please check one

Guide License # \_\_\_\_\_

Resident: ☐      Non-Resident: ☐

Social Security # \_\_\_\_\_

Green Card # \_\_\_\_\_

\_\_\_\_\_  
 Amount paid / date

\_\_\_\_\_  
 Remitter

\_\_\_\_\_  
 Check # / Type

### (A) Method of Payment

**We cannot accept cash AT ANY TIME, OR personal checks AND/OR credit cards FROM GUIDES!**

**Off-line License Fees:** In the form of a money order, cashier's check, certified check, or a check from an Idaho licensed outfitter made payable to the Idaho Outfitters and Guides Licensing Board (IOGLB), OR your outfitter may agree to pay your fees using their credit card.

**On-Line License Fees:** This will include Access Idaho's convenience fee. We cannot process new guide applications online at this time.

**All first time applications** must be accompanied by a processing fee.

A processing fee will be assessed on all returned checks or unprocessable credit cards.

**Current fees can be found at IOGLB's website at [www.oglb.idaho.gov](http://www.oglb.idaho.gov)**

**PLEASE SEE REVERSE TO SUPPLY CREDIT CARD INFORMATION.**

### (B) Personal Data (PLEASE PRINT LEGIBLY) – Legal Name – Last, First and Middle

Legal Name \_\_\_\_\_ Maiden Name \_\_\_\_\_ Other Known Name \_\_\_\_\_  
 (Last Name, First & Middle)

Permanent Address (Outfitter Address Is **NOT** Acceptable) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Gender \_\_\_\_\_ Hair \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Eye Color \_\_\_\_\_

Birthdate \_\_\_\_\_ Phone Number (\_\_\_\_\_) \_\_\_\_\_ Drivers License # \_\_\_\_\_

### (C) Guide Certification (Please see WARNING on reverse.)

#### IMPORTANT – READ THOROUGHLY, COMPLETE AND SIGN

I certify that I:

**\*HAVE** \_\_\_ **HAVE NEVER** \_\_\_ been convicted of or received a withheld judgment for a felony in any **state**, pursuant to 36-2113. I.C;

**\*HAVE** \_\_\_ **HAVE NEVER** \_\_\_ paid two (2) or more forfeitures of any deposits of money or collateral with a court or administrative agency for a conviction for violation of regulations of the United States Forest Service or the Bureau of Land Management;

**\*HAVE** \_\_\_ **HAVE NEVER** \_\_\_ been convicted of any violation or paid any funds to a court with respect to a citation of any state or federal fish and game laws or outfitting and guiding laws of ANY state;

**\*HAVE** \_\_\_ **HAVE NEVER** \_\_\_ forfeited bail or collateral deposited to secure appearance on a charge of violation of the Fish and Game laws of the State of Idaho;

**\*HAVE** \_\_\_ **HAVE NEVER** \_\_\_ been found to have committed a violation of the Idaho Outfitters and Guides Act or Board Rules, or been denied an outfitter or guide license in any state.

**\*A conviction** includes any forfeiture of bail, bond or collateral, suspended sentence, probation or withheld judgment.

**\*If you marked HAVE on any of the above, you must attach an explanation** (court disposition and police report for felonies), including the year and location. If a violation has been reviewed previously, please indicate "on file" next to violation.

I will have a valid First Aid Card in my possession and readily available before guiding.

Signature of Guide Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

GUIDE APPLICANT NAME \_\_\_\_\_

**(D) Outfitter/Designated Agent Certification** (please indicate activities this guide will be performing for you)

1. I hereby certify the above named guide applicant meets the minimum qualifications, as set forth in Rule 033, to provide guided services for which I am licensed. "Recreation" category includes all recreational activities licensed to employing outfitter. (Level I and II skiing, snowmobiling, and mountaineering are listed separately because they require specific training.)

☐ Hunting\*  
☐ Apprentice

☐ Boating  
☐ Float\*  
☐ Power\*  
  
☐ Lead Boatman\*

☐ Recreation  
☐ Skiing Level I\*  
☐ Skiing Level II\*  
☐ Snowmobiling\*  
☐ Technical Mountaineering\*

**\*Applicants for new or additional activities: appropriate training credentials must accompany this application.**

2. I certify that this guide will have a valid first aid card and a guide license before they begin to guide. I will keep the original or a legible copy of the first aid card on file.  
I understand that they must provide the guide license for review at the request of any authorized individual pursuant to Board Rule 005.

| Signature of Employing Outfitter(s) | Print Name Here | Outfitters License # | Date  |
|-------------------------------------|-----------------|----------------------|-------|
| _____                               | _____           | _____                | _____ |
| _____                               | _____           | _____                | _____ |
| _____                               | _____           | _____                | _____ |

**(E) Credit Card Authorization (MasterCard or Visa only)**

| Authorization to Use Credit Card on File               | Amount \$ _____ |
|--|-----------------|
| Outfitter Signature _____ Outfitter Printed Name _____ |                 |
| Outfitter License # _____                              |                 |

**OR**

| Outfitter Credit Card Authorization (Outfitters who want to use a card that is not on file) | Amount \$ _____ |
|---|-----------------|
| Print cardholder name _____ # on Card _____   |                 |
| Cardholder Signature _____ Exp. Date _____  |                 |
| Outfitter Signature _____ Outfitter Printed Name _____                                      |                 |
| Outfitter License # _____   |                 |

**— APPLICATION COMPLETED CHECKLIST —**

**DID YOU**

- ☐ Complete all appropriate sections of the application?  
☐ Sign Application?  
☐ Have your employing outfitter(s) sign the Outfitter and First Aid Certification (Section D)? Credit Card Authorization?

**NOTE:** The outfitter must have a valid license. If you are intending to secure signatures of multiple outfitters, we will only license you to those that have a valid license at the time you are licensed. Once your guide license is issued, an amendment fee will be required to add additional outfitter(s) or activities for those employing outfitters.

- ☐ Enclose your license fee? (If outfitter is not paying license fee)  
☐ Attach your training form(s) for new activities or new outfitters to the application?

**WARNING:**

**Forging or altering** first aid card or other documents required for a license to the state is a felony. Pursuant to §36-2113(a), Idaho Code, a license is also subject to denial, suspension, revocation or restriction by the Board **for supplying false information** or for failure to provide information required to be furnished by the license application form for a license currently valid or for other fraud or deception in procuring a license under the provisions of Title 36, Chapter 21, Idaho Code.